

CHECKLIST

APPLICATION FOR COMMERCIAL USE AUTHORIZATION. **Alaska Region National Park Service. Ph: (907) 644-3362**

Forms can be found at

<https://www.nps.gov/akso/management/concessions.cfm>

Remember, an authorization cannot be issued until all the required documents and information are received, reviewed and approved.

APPLICANT'S BUSINESS NAME: _____

_____ Completed CUA Application Form 10-550.

_____ AKR Supplemental to the CUA Application Form.

_____ Kenai Fjords and/or Denali Supplemental Application Information

_____ Alaska Business License - can be purchased online at this site:

<https://www.commerce.alaska.gov/web/cbpl/BusinessLicensing/NewBLOnline.aspx>

_____ Fee Payment. (Make checks payable to National Park Service; **PLEASE** remember to include *your employer identification number on check*). Payment can also be made online thru:
www.pay.gov/public (look for our form: Alaska Region Commercial Use Authorization Fees).

_____ Proof of Insurance.

Insurance Certificate must include this information. If not, this will delay processing

- A.M. Best Identification Number of the insurance company. All insurers must be admitted (licensed) in the state in which the permittee is domiciled.
- The name and address of your business (Must not be issued in the individual's name unless that is the name under which you will be doing business.)
- The United States of America must be named **additional insured** (*Your Certificate of Insurance must include a statement verifying the additional insured on your policy.*)
- The Certificate Holder's address reads:

**United States of America
National Park Service- Concessions
240 West 5th Avenue #114
Anchorage, AK 99501**

Applications can be submitted via US mail to the address above or emailed to:
akro_cua_admin@nps.gov and must be received or postmarked by April 30th.

Important Notes:

1. **Gates of the Arctic National Park & Preserve**; Visitor Safety & Leave No Trace Orientation All clients must be oriented before taking trips. Commercial Operators must check in at Bettles Ranger Station, Coldfoot Visitor Center, or Anaktuvuk Pass Ranger Station or call 1-800-478-5494. (**Check in -Mandatory**).
2. **Denali: Mountaineers/Overnight Backcountry groups** are required to check in at the Talkeetna Ranger Station before you start your trip. Call 907-733-2231. (**Check in -Mandatory**).
3. **Savage River Campground Reservation**: Call 907-264-4684 for reservations before submitting your application.
4. **Alaska Division of Occupational (Business) Licensing**, 907-269-8173, www.dced.state.ak.us/occ
5. **Alaska Division of Motor Vehicles (Vehicles, Boats)**, 907-269-5551, <http://www.state.ak.us/dmv>